

REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE EVERGREEN STATE COLLEGE

Wednesday, August 14, 1985  
Daniel J. Evans Library  
Olympia, Washington

Trustees Attending: Herbert Gelman  
Thelma A. Jackson  
William T. Robinson

Absent: George E. Mante  
Richard S. Page

Representatives  
to the Board  
Present: Bill Zaugg, Staff

Staff Present: Rita Grace, Administrative Assistant to the President  
Michael Hall, Director of Student Activities  
Patrick Hill, Vice President & Provost  
Gail Martin, Dean of Student & Enrollment Services  
Joseph Olander, President  
Arnaldo Rodriguez, Director of Admissions  
Gary Russell, Security Chief  
Ken Winkley, Acting Vice President for Business  
See permanent roster for others attending

Others: Richard Montecucco, Senior Assistant Attorney General

The meeting was called to order at 1:35 PM by newly elected Chairman Bill Robinson. The agenda was amended by the addition of an action item--fire alarm phase II construction project.

Chairman's Report

Chairman Robinson reported on the status of the formation of the Association of University Boards. Trustee Page is the Board's representative. Chairman Robinson also mentioned the impending addition of two additional Trustees to Evergreen's Board. On behalf of Chairman Robinson, Trustee Jackson attended the July 19 meeting of the Board of Governors. The Governors agreed to not fund new projects and expressed the desire to become active participants in the long-range strategic planning process and to become more involved with the Board of Trustees. Former Trustee Wes Berglund was elected Chair of the Board of Governors. Trustee Jackson suggested a meeting between the Trustees and the Executive Committee of the Foundation. Chairman Robinson expressed appreciation to staff and faculty as the college goes through reorganization and transition in an effort to enhance the college's performance.

President's Report

President Olander expressed his desire to give attention to the academic side of the college during this next year and to begin to develop a planning process which will move the college toward an exciting future academically.

**Approval of Minutes - Action**

**Motion 85-30** Mr. Gelman moved approval of the minutes of the July 10, 1985 meeting as distributed. Seconded by Mrs. Jackson and passed.

**Fire Alarm System Construction Contract - Action**

Ken Winkley recommended approval of a bid award for construction which is within budget and meets MBE and WBE requirements. Mr. Winkley expects written approval from OFM agreeing to reimburse the housing funds when alternate funds are available.

**Motion 85-31** Mr. Gelman moved approval of award of the fire alarm system contract bid to Danard Electric, of Tacoma, in the amount of \$275,200, with the understanding that the operating funds used are to be reimbursed by OFM when the bond issue is resolved in the State of Washington so that capital funds can be released. Seconded by Mrs. Jackson and passed.

**Public Hearing to Repeal Evergreen Council - Action**

President Olander recommended repeal of that part of the governance structure relating to the Evergreen Council because, in his judgment, it is not operative. His intention is to gather recommendations from students, staff, and faculty by January for putting a new governance mechanism in place. This would put the campus on notice that this is a serious issue which has to be resolved so that, in January, an advisory body can work with the President to help chart the future of the campus.

**Motion 85-32** Mr. Gelman moved to repeal WAC 174-107-230 through -350 (Evergreen Council section of governance document) and that portion of WAC 174-116-123 relating to establishment of the Infraction Review Committee, effective January 1, 1986, and that any affirmative action necessary to be performed under those particular provisions between now and then be stayed. Seconded by Mrs. Jackson and passed.

**S & A 1985-86 Operating Budget Allocations - Action**

Mike Hall reviewed the 1985-86 S & A allocation package. Trustee Jackson recapped discussion which occurred in the Trustee work session and expressed the Trustees' desire for future presentations to have brief descriptions and an explanation of how items relate to the rest of the campus operation. Chairman Robinson acknowledged the Board's responsibility to share priorities with others.

**Motion 85-33** Mrs. Jackson moved approval of allocations for 1985-86 S & A operating and reserve funds in the amount of \$555,399 in S & A fees, and \$167,237 in estimated revenue, for a total budget of \$722,636. Seconded by Mr. Gelman and passed.



## VA Tuition Waiver - Action

Gail Martin presented a recommendation for a VA tuition waiver.

### Motion 85-34

Mrs. Jackson moved to grant a VA tuition waiver to Paul Gallegos for fall quarter and continue the waiver for winter and spring (in the amount of \$339/quarter), pending the success of his petition to continue beyond 200 credit hours. Seconded by Mr. Gelman and passed.

Ms. Martin will bring a recommendation to the Board setting a ceiling on the number of waivers in a given year, defining the criteria for selection, and delegating the administration of the policy to someone within the college; in addition, she will identify each of the particular waivers the college can grant and the budgetary or numerical restrictions for each. This analysis should include overall parameters and what has already been done.

## Reorganization - Action

President Olander reviewed his reorganization proposal. This recommendation tries to make explicit organizational rules and utilize the resources available. Highlights include: (1) reporting to the President - an office of planning, research, evaluation and budget, and a special assistant to the President; (2) consolidating four divisions into three to eliminate duplication and communication problems; (3) organizing people doing the same kind of work into one unit. President Olander explained that the position of Vice President for Development and Administrative Services will bring together the assets recruitment function with the assets maintenance functions, with the intent of making that money more efficient. By-products of reorganization include: (1) a more effective and efficient organization with a net savings of \$40,000; and (2) an opportunity to promote some talented people and to look at affirmative action goals.

### Motion 85-35

Mr. Gelman moved approval of (1) the attached proposed organization chart which is designed to improve service delivery by organizing activities in mutually supportive work units and to improve the efficiency and effectiveness of the college's management; and (2) Resolution No. 4-85, entitled "Resolution of the Board of Trustees of The Evergreen State College providing for the college's organization table and the method for its change." Seconded by Mrs. Jackson and passed.

President Olander expressed his commitment to making sure this works and to admitting a mistake and correcting it if it doesn't.

## Other Business

### **New Student Orientation:**

Gail Martin highlighted plans for new student orientation and invited Trustees to attend receptions for new students and parents and the Evergreen family picnic.

**Admissions Statistics:**

Arnaldo Rodriguez told Trustees that admissions statistics are ahead of last year by 12 percent. The college plans to adhere to the September 1 registration deadline.

**Intercultural Literacy Report:**

Patrick Hill mentioned the presence of intercultural literacy dimensions in the unaugmented curriculum and the direct impact of the intercultural literacy awards (\$25,000/year for faculty to develop material for the curriculum). Trustee Jackson asked the definition of "intercultural literacy." Provost Hill responded that there was no single definition but that a definition was generated in each specialty area. Provost Hill stated that the purpose of this report is to provide a basis for assessing how we are doing on this three-year timetable. He opined that the second and third year will be the more important measure. Trustee Jackson continued to feel the focal point from which this attempt is based needed to be defined.

**Federated Learning Communities:**

Patrick Hill reminded Trustees that the College has received a \$50,000 grant from the Exxon Foundation to assist in creating federated learning communities throughout the state. The legislature created the Washington State Center for the Improvement for the Quality of Undergraduate Education on Evergreen's campus to work with other campuses in the state. The Exxon money will be used as seed money to generate other grants to bring money to the state for retraining and innovative efforts. In a related effort, Governor Gardner was appointed to the Educational Commission of the States, which will attempt to upgrade undergraduate education nationwide.

In response to a request from Trustee Jackson, Chairman Robinson suggested that intercultural literacy and federated learning communities be added to work session agenda.

**Agreement of Washington State Institute of Public Policy and the Science and Technology Board:**

Provost Hill introduced Russ Lidman, newly appointed Director of the Washington State Institute for Public Policy. It was at the request of the legislature that the Science and Technology Board be absorbed into the Institute. In working out the Memorandum of Understanding, it was clear that the Institute was located at Evergreen and does not belong to Evergreen.

Patrick Hill predicted that, with the leadership of Dr. Lidman, there will be a significant increase in government agencies contracting with the Institute. President Olander shared his confidence in Dr. Lidman's leadership.

**Washington Student Lobby:**

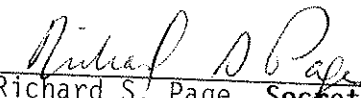
Trustees acknowledged that the contract with the Washington Student Lobby will expire on August 24.

**Date of Next Meeting and Adjournment**

The next meeting was set for October 9, with a work session scheduled for September 11.

The meeting adjourned at 3:35 PM

  
William T. Robinson, Chairman

  
Richard S. Page, Secretary

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Attachments (2)

10/9/85

12/11/85

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Appendix

BOARD OF TRUSTEES  
H. Gelman  
T. Jackson  
G. Mante  
W. Robinson  
J. Sylvester

PRESIDENT  
(R. Grace, Adm. Asst.)  
(J. Sanborn, Adm. Sec.)

ASSISTANT TO  
THE PRESIDENT  
S. Marshburn

VICE PRESIDENT  
AND PROVOST  
P. Hill  
(K. Gose, Adm. Asst.)  
(K. Liburdy, Adm. Sec.)

VICE PRESIDENT  
FOR BUSINESS  
R. Schwartz  
(J. Chandler, Adm. Asst.)  
(C. Huggins, Adm. Sec.)

DEAN OF STUDENT AND  
ENROLLMENT SERVICES  
L. Stenberg  
(N. Godwin, Secr.)

DIRECTOR OF  
COLLEGE RELATIONS  
S. Washburn  
(C. Berglund, Secr.)

AFFIRMATIVE ACTION  
REPRESENTATIVE  
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B. Smith

DIRECTOR OF  
COOPERATIVE EDUCATION  
B. Cooley

DEAN OF LIBRARY SERVICES  
S. Perry

DIRECTOR OF EDUCATIONAL  
SUPPORT SERVICES  
E. Thomas

BUDGET OFFICER  
K. Garcia

CAMPUS PLANNING  
J. Collier

CONTROLLER  
K. Wynkoop

DIRECTOR OF  
COMPUTER SERVICES  
R. Woodbury

DIRECTOR OF  
EMPLOYEE RELATIONS  
R. Cooper

INTERNAL AUDIT  
C. Beyer

DIRECTOR OF FACILITIES  
& SERVICES  
K. Winkley

DIRECTOR OF  
ATHLETICS/RECREATION  
J. Lambertz

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W. Allen

DIRECTOR OF ADMISSIONS  
A. Rodriguez

DIRECTOR OF INSTITUTIONAL  
& MARKET RESEARCH  
S. Hunter

DIRECTOR OF INFORMATION  
SERVICES & PUBLICATIONS  
M. Clemens

ASSOCIATE DIRECTOR  
OF DEVELOPMENT  
J. Gallagher

GRANTS COORDINATOR  
F. Barken

SR. ACADEMIC DEAN  
J. Perkins

COOPERATIVE EDUCATION  
COUNSELOR  
E. McMillan

BUDGET COORDINATOR  
A. Warber

HEAD OF REFERENCE  
M. Stilson

COORDINATOR, THIRD  
WORLD COALITION  
A. West

STUDENT ACCOUNTS  
D. Judd

ACCOUNTING  
K. Rawnsley

COORDINATOR OF  
ACADEMIC COMPUTING  
Vacant

PERSONNEL REP.  
C. Blankenship  
J. Johnson

ENGINEERING  
D. Six

CENTRAL SERVICES  
Mail, Telephones, Scheduling  
J. Duncan

ASST. DIR. FOR RECREATION  
P. Steilberg

BOOKSTORE MANAGER  
D. Snyder

CONFERENCES  
D. Ward

COORDINATOR OF  
HEALTH SERVICES  
W. Shaw

COORDINATOR OF  
COUNSELING SERVICES  
S. Smith-Sell

INFORMATION SPECIALIST  
K. Eisner

SENIOR GRAPHIC DESIGNER  
B. Clemmons

ALUMNI COORDINATOR/  
DEVELOPMENT ASSISTANT  
E. Dornen

ACADEMIC DEAN  
D. Marr

COOPERATIVE EDUCATION  
COUNSELOR  
Vacant

ACTING SYSTEM MANAGER  
S. Metcalf

HEAD OF CIRCULATION  
N. Reichardt

LEARNING RESOURCES  
CENTER  
S. Jordan

AUXILIARY ACCOUNTING  
Vacant

GRANTS & CONTRACTS  
B. Zaugg

ADMIN. SERVICES  
D. Nicholas  
J. Johnson

BUILDINGS AND GROUNDS  
MAINTENANCE  
G. Leago

CENTRAL REPAIR SERVICES  
A. Saari

ASST. DIR. FOR  
LEISURE EDUCATION  
S. Greenway

SECURITY & PARKING  
G. Russell

HOUSING MAINTENANCE  
R. Horn

DIRECTOR OF  
FINANCIAL AID  
L. Thomas

ACADEMIC ADVISOR  
E. McNeil

TYPESETTER  
S. Greene

GRAPHIC DESIGNER  
M. Kawaguchi

ACADEMIC DEAN  
B. Diffendal

HEAD OF NON PRINT SVCS.  
R. Huena

HEAD OF MEDIA LOAN  
A. Hinkle

UPWARD BOUND  
T. Ybarra

PURCHASING  
V. Quinton

PAYROLL  
L. Moore

WORD PROCESSING  
J. Lindlauf

CUSTODIAL SERVICES  
Y. Chancellor

ENERGY MANAGEMENT  
R. Wilkinson

ASST. DIR. FOR  
ATHLETICS  
S. Butler

HOUSING BUSINESS  
L. Hohman

FOOD SERVICE  
(Saga)  
V. Drogmund

COORDINATOR OF CAREER  
PLANNING & PLACEMENT  
G. Martin

COORDINATOR OF  
STUDENT ACTIVITIES  
M. Hall

DAYCARE CENTER  
V. Brian

COORDINATOR OF  
MEDIA SERVICES  
J. Espinola

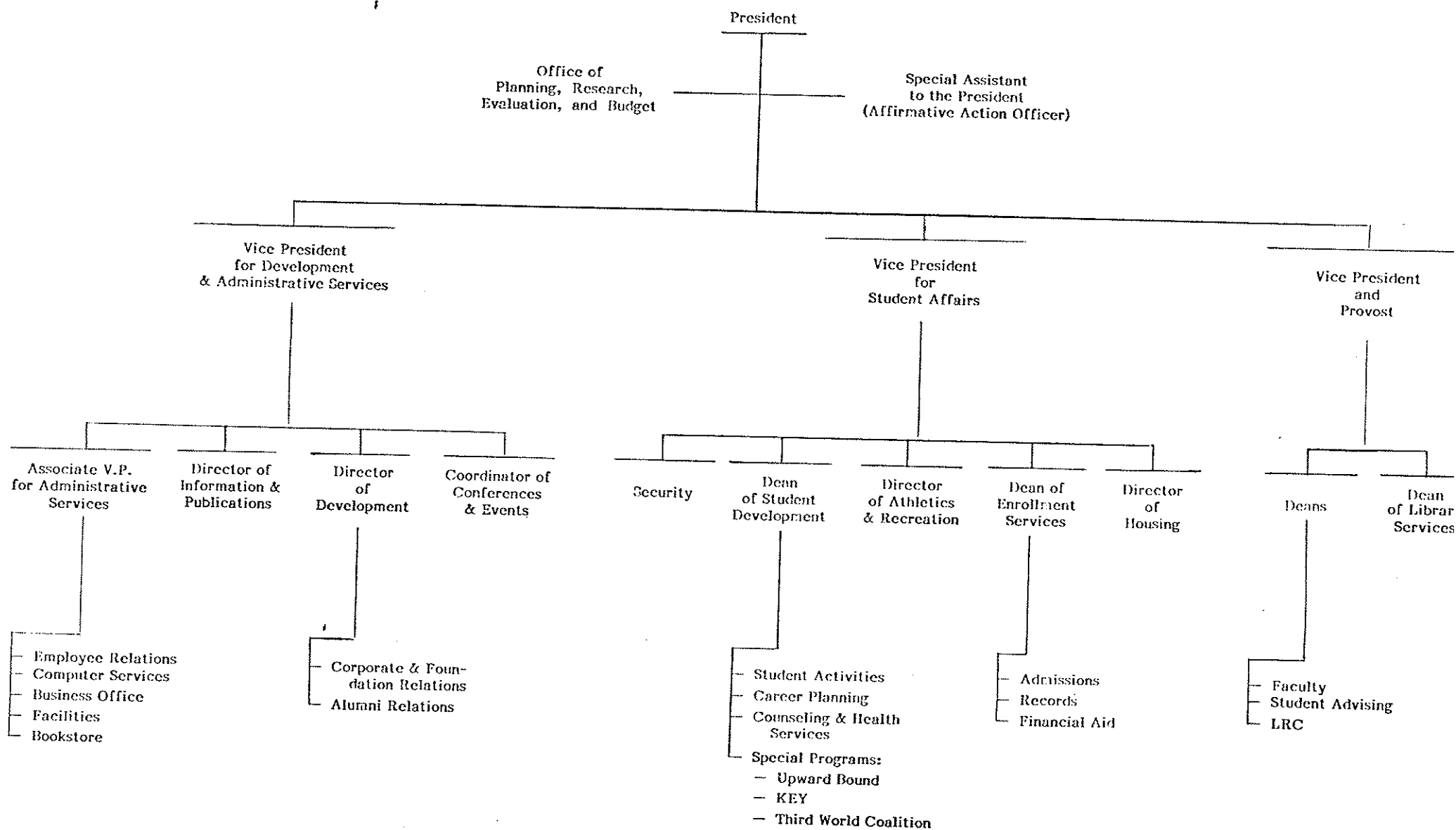
HEAD OF TECHNICAL  
SERVICES  
S. Pedersen

TECHNICAL SERVICES  
C. Douglass

COACHES

CPJ ADVISOR  
M. McCan

KAOS ADVISOR  
M. Hunisberger



**THE EVERGREEN STATE COLLEGE****RESOLUTION NO. 4-85****Resolution of the Board of Trustees of  
The Evergreen State College  
Providing for the College's Organization Table  
and the Method for Its Change**

The organization table of The Evergreen State College as of the date of this resolution provides for a President, a Vice President and Provost, a Vice President for Development and Administrative Services, and a Vice President for Student Affairs.

**To the President (in addition to the Vice Presidents)** — an Administrative Assistant, an Administrative Secretary, an Assistant to the President, a Director of Research and Planning, a Budget Director, an Internal Auditor, and a Special Assistant to the President (Affirmative Action Officer);

**To the Vice President and Provost** — an Administrative Assistant, an Administrative Secretary, two Academic Deans, and a Dean of Library Services;

**To the Vice President for Development and Administrative Services** — an Administrative Secretary, an Associate Vice President for Administrative Services, a Director of Information and Publications, a Director of Development, and a Coordinator of Conferences and Events;

**To the Vice President for Student Affairs** — an Administrative Secretary, a Dean of Enrollment Services, a Dean of Student Development, a Director of Athletics and Recreation, a Director of Housing, and a Security Chief.

The organization table may be changed only after approval of the Board of Trustees.

Adopted by the Board of Trustees